

Model Application for California Integrated Waste Management Board Household Hazardous Waste Grants

APPLICATION COVER SHEET

Applicant: County of Oil Springs	
Department or Agency: Public Works Department	
Street Address: 1 Slick Road	
Mailing Address (if different from street address): P.O. Box 111, Oil Springs, CA 90001	
City & Zip Code: Crudemont, CA, 90000	County: Oil Springs

Regional Participants (if applicable):

Cities of Crudemont and Petroville

Primary Contact (Name & Title): Rick Refine, Senior Recycling Coordinator

Phone: (916) 000-0000

Fax: (916) 000-0001

Email Address: rrefine@recycle.oil

Finance Officer (Name & Title): Seymour Greenbacks, Director of Finance

Phone: (916) 000-0002

Fax: (916) 000-0001

Email Address: sgreen@recycle.oil

Program Director (Name & Title): Rhubarb Pye, Director of Public Works

Phone: (916) 000-0003

Fax: (916) 000-0001

Email Address: rplant@recycle.oil

Assembly District(s): 0, 00, 000

Senate District(s): 0000, 00000

Brief Description of Project (3-5 Sentences): The unincorporated areas of Oil Springs County and the cities of Crudemont and Petroville request funds to develop a new regional permanent HHW collection facility and upgrade an existing facility.

Total Grant Request: \$ 300,000

Certification:

Certification: I declare, under penalty of perjury, that all information submitted for CIWMB's consideration for allocation of grant funds is true and accurate to the best of my knowledge.

Signature of person as authorized in the resolution: Rhubarb Pye, Director of Public Works Date: 10/15/99

Type or print name and title: _____



Applicant certifies that if awarded a grant it shall in the performance of the Grant Agreement conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the State. (Please check the box and initial.)

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Resolution No. 1-99

**RESOLUTION OF THE COUNTY OF OIL SPRINGS BOARD OF SUPERVISORS AUTHORIZING
SUBMITTAL OF A REGIONAL APPLICATION FOR CALIFORNIA INTEGRATED WASTE
MANAGEMENT BOARD HOUSEHOLD HAZARDOUS WASTE GRANT**

WHEREAS, the people of the State of California have enacted Assembly Bill 1220 (Eastin, 1993) that provides funds to local governments to establish and implement waste diversion and separation programs to prevent disposal of hazardous waste, including household hazardous waste, in solid waste landfills, and

WHEREAS, the California Integrated Waste Management Board has been delegated the responsibility for the administration of the program within the state, setting up necessary procedures governing application by cities and counties under the program; and

WHEREAS, the County of Oil Springs will enter into an agreement with the State of California for development of the projects;

NOW, THEREFORE, BE IT RESOLVED that the County of Oil Springs authorizes the submittal of a regional application on behalf of the County and the cities of Crudemont and Petroville to the California Integrated Waste Management Board for a Household Hazardous Waste Grant. The Director of Public Works for the County of Oil Springs, or his/her designee, is hereby authorized and empowered to execute in the name of the above named cities/county all necessary applications, contracts, payment requests, agreements and amendments hereto for the purposes of securing grant funds and to implement and carry out the purposes specified in the grant application.

PASSED AND ADOPTED this 15th day of October 1999 by the following vote:

AYES:	8
NOES:	0
ABSENT:	0
ABSTAIN:	0

Hyacinth Blossom

Chair, County of Oil Springs Board of Supervisors

ATTEST:

Gertrude Leadbottom

County Clerk

**City of Crudemont
Office of the City Manager
1 Crudemont Lane
Crudemont, CA 00000
(916) 000-0005**

October 15, 1999

California Integrated Waste Management Board
Grant Administration Unit
8800 Cal Center Drive, MS14
Sacramento, CA 95826

RE: City of Crudemont Letter of Participation for the Household Hazardous Waste Grant

The City of Crudemont authorizes the County of Oil Springs to submit to the California Integrated Waste Management Board a regional application for a Household Hazardous Waste Grant on its behalf. The County of Oil Springs is authorized and empowered to execute all necessary applications, contracts, payment requests, agreements and amendments hereto for the purposes of securing grant funds and to implement and carry out the purposes specified in the grant.

Sincerely,

Wallace W. Walleye

Wallace W. Walleye
Crudemont City Manager

Resolution No. 2-99

A RESOLUTION OF THE CITY COUNCIL OF PETROVILLE AUTHORIZING SUBMITTAL OF A REGIONAL APPLICATION FOR CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD HOUSEHOLD HAZARDOUS WASTE GRANT

WHEREAS, the people of the State of California have enacted Assembly Bill 1220 (Eastin, 1993) that provides funds to local governments to establish and implement waste diversion and separation programs to prevent disposal of hazardous waste, including household hazardous waste, in solid waste landfills, and

WHEREAS, the California Integrated Waste Management Board has been delegated the responsibility for the administration of the program within the state, setting up necessary procedures governing application by cities and counties under the program; and

WHEREAS, the County of Oil Springs will enter into an agreement with the State of California for development of the projects;

NOW, THEREFORE, BE IT RESOLVED that the City of Petrolville authorizes the County of Oil to Springs submit a regional application on behalf of the County and the cities of Crudemont and Petroville to the California Integrated Waste Management Board for a Household Hazardous Waste Grant. The Director of Public Works for the County of Oil Springs, or his/her designee, is hereby authorized and empowered to execute in the name of the above named cities/county all necessary applications, contracts, payment requests, agreements and amendments hereto for the purposes of securing grant funds and to implement and carry out the purposes specified in the grant application.

PASSED AND ADOPTED this 15th day of October 1999 by the following vote:

AYES:	6
NOES:	1
ABSENT:	0
ABSTAIN:	0

Samson Knickerbocker
Mayor, City of Petroville

ATTEST:

Delilah Watson
City Clerk

Introduction

Oil Springs County wishes to increase opportunities for its residents to receive proper collection and management of used oil and other household hazardous wastes (HHW). The unincorporated portions of Oil Springs County and the cities of Crudemont and Petroville (county) request funds to build a new regional permanent HHW collection facility (PHHWCF) in Petroville and upgrade the existing battery, oil, and paint (BOP) facility in Crudemont. Unfortunately, the existing budgets for the County of Oil Springs do not contain sufficient resources to both construct a new Petroville facility and renovate the Waste Away facility in Crudemont. If the county receives a Household Hazardous Waste grant from the California Integrated Waste Management Board (CIWMB), the first priority for the funds will be to build the new PHHWCF in Petroville to aid those residents east of the mountains who have the greatest need for HHW collection opportunities. Next, to better accommodate the residents west of the mountains, the county will expand the Waste Away BOP in Crudemont. Both facilities will accept a full range of HHW for recycling, reuse, and/or proper disposal including used oil, used oil filters, oil-based paint, latex paint, gasoline, batteries, aerosol cans, sharps, pesticides, fluorescent tubes, and antifreeze.

Section 1: Need

Oil Springs County, located in rural Northern California, has inadequate opportunities for its citizens to dispose of their household hazardous wastes, including used oil. The county encompasses approximately 4,500 square miles and has a population of approximately 150,000. The largest city and county seat, Crudemont, has a population of approximately 30,000 and the City of Petroville, approximately 23,000. The remaining population of Oil Springs, approximately 97,000, resides in the unincorporated portion of the county. There is one small BOP, Waste Away, in Crudemont to serve the entire county. Oil Springs has a small mountain chain, the Golden Mountains, which divides the cities of Crudemont and Petroville. Difficulty in navigating mountain roads, especially in winter, makes it hard for those living in Petroville to utilize the BOP in Crudemont (see Oil Springs County Map, page 33). The Waste Away BOP is open two days per week, Tuesday and Saturday from 11:00am until 3:00pm, and accepts batteries, used oil & filters, and latex paint. Despite increased pickups by haulers, inadequate storage space prevents the county from increasing the number of hours the BOP is open or the quantity of waste accepted.

With the county population growing at a rapid rate, Oil Springs is experiencing a greater need for places to properly collect and handle used oil and other HHW. Data from the Department of Finance indicates that the population has grown by approximately 12% every year since 1994. The Waste Away BOP in Crudemont is the only facility currently accepting HHW in the entire county. The lack of convenient disposal sites and limited number of operating hours has caused an increase in the amount of illegal dumping of HHW throughout the county. This illegal dumping has resulted in the contamination of the county's soil and water (see letter from Department of Water & Soil (DWS), page 32). The DWS continuously monitors the county's soil and water for the presence of hazardous substances. DWS staff first began detecting elevated levels of hydrocarbons and lead in 1996, possibly resulting from the illegal disposal of HHW. Prior to 1996, the county had about 2 reported cases of illegal HHW dumping annually. In 1996, there were 15 reported cases of illegal dumping throughout the county, in 1997 there were 49 cases, and by 1998 the number of reported cases jumped to 105, requiring the county to spend over \$155,500 to remove the waste. It has become increasingly urgent that the local jurisdictions provide places to properly collect and dispose of or reuse HHW to eliminate the dangerous consequences of illegal dumping.

The Waste Away BOP was built in 1982, and is owned and operated by the County of Oil Springs. The county received a \$10,000 HHW grant in 1990 that was used to conduct a successful radio and newspaper advertisement campaign to encourage residents to bring in their batteries, used oil & filters, and latex paint. This campaign resulted in a tremendous increase in the amount of HHW residents brought to the facility. Used oil collection increased from 200 gallons in 1990 to 5,500 gallons in 1996, with a 600% increase in the number of auto batteries brought to the facility. Latex paint collection increased from 100 gallons to 790 gallons during the same time period. Used oil filters collection jumped from 41 in 1990 to 1250 in 1996. By 1997, the facility began to reach its capacity on a regular basis and began turning residents away due to a lack of space to store the material. At the end of 1997, the Oil Springs County Board of Supervisors decided to explore ways to provide greater HHW collection opportunities for Oil Spring County residents, incorporate a materials exchange program, and evaluate possible funding mechanisms.

In March of 1998, Oil Springs County Department of Public Works (DPW) staff conducted a 2-month study to determine the used oil and HHW needs of the county. The study involved interviewing at random over 4,500 residents, approximately 3% of the population, by telephone and direct mail. The results of the study showed:

1. The Waste Away BOP in Crudemont should accept more wastes types in addition to batteries, used oil & filters, and latex paint;
2. Waste Away was not open enough days to accommodate the needs of residents;
3. County residents east of the mountains found it not only inconvenient but also dangerous in winter to travel the approximately 47 miles of steep and winding roads to the Waste Away facility; and
4. Residents expressed a desire for material exchange opportunities.

Frequently, residents indicated that they have large quantities of used oil and other HHW such as oil-based and latex paints, gasoline, and antifreeze stored in garages and sheds because they have no convenient place to dispose of the material and the Waste Away facility is often full.

In October and November of 1998, a team of representatives from Oil Springs County and the cities of Crudemont and Petroville met with HHW specialists from several rural cities of similar size in Northern California including Shady Pines, Twin Peaks, Whispering Lake, and Roaring Creek. The team gathered additional information to determine the best way to provide convenient used oil and HHW collection sites for the residents of the County of Oil Springs, and to stem the increase in illegal dumping. From their meetings, the Oil Springs team determined that curbside collection and mobile HHW collection would not be the best option due to the rural nature of the county. Based upon the results of the study and meetings with other cities, Oil Springs County decided to expand the Waste Away BOP in Crudemont, build a new PHHWCF in Petroville, and implement a materials exchange program at the collection sites to distribute usable products and as a form of cost-savings. Also, both facilities will be open a minimum of 20 hours per week for the convenience of county residents. The proposed program will benefit the cities, the county, and the state by reducing the potential for environmental pollution.

By building the new facility in Petroville and renovating the existing BOP in Crudemont, the county and cities expect to meet the long-term goals set in the CIWMB approved Household Hazardous Waste Elements (HHWEs).

In addition to the \$10,000 HHW grant the county received in 1990 for its radio and newspaper advertisement campaign, the county began receiving a Used Oil Block grant from the CIWMB in

1996 (see Summary of Used Oil and HHW grants, Exhibit E, page 18). The grant, totaling \$20,000 annually, is used for transportation and disposal of used oil and filters.

Section 2: Objectives

The County of Oil Springs and the participating cities joined together to develop a used oil/HHW program that will expand the existing Waste Away BOP and create a PHHWCF in Petroville to ensure the proper disposal, reuse and recycling of HHW generated throughout the county. The goals are to:

- 1) Provide a convenient location for all residents of Oil Springs County living on either side of the mountains to safely and properly dispose of their HHW, especially used oil;
- 2) Increase the amount and types of waste currently collected at the Waste Away BOP;
- 3) Increase the days and number of hours the HHW collection is available to the public; and
- 4) Reduce the number of incidences of illegal dumping of HHW in the county.

The objectives are to:

- 1) Build a new and enlarge the existing BOP facility to properly collect, reuse, and recycle HHW currently stored in garages and sheds;
- 2) Create a materials exchange program to reuse HHW; and
- 3) Inform county residents about HHW and the availability of the collection facilities with a public education plan that includes recommending alternative products with less or no hazardous constituents.

When completed, the proposed activities at both PHHWCFs will complement the long-term HHW collection goals described in the HHWEs for the county and both cities. The goals identified in the HHWEs are to:

- 1) Increase the amount of HHW, especially used oil, collected in the county;
- 2) Expand the types of HHW accepted; and
- 3) Prevent HHW from going to the landfill or being illegally dumped.

The county expects to open the new facility in Petroville in March of 2001 and complete the Waste Away expansion project by December of 2001. Both sites will include a materials exchange program and utilize paint can crushers. Each facility will also require large used oil tanks to accommodate the expected increase in used oil collection. By the end of the grant cycle, the county hopes to increase the amount of HHW collected, reused, and recycled by 70%. In an effort to provide convenient hours to county residents, both facilities will be open at least 4 hours each day, Tuesday through Saturday. DPW staff will evaluate customer surveys and may change the days and hours each facility remains open to better meet the needs of the public.

DPW staff will use radio and newspaper ads to inform county residents about the dangers of HHW, alternatives to products with hazardous constituents, and proper storage and disposal techniques. Based upon results from a 1998 public education campaign involving the Department of Conservation and its 20/20 Beverage Container Recycling Program, the county will use local radio and newspaper ads to advertise the opening of the facilities and educate the public about used oil, oil filters, and other HHW. The county plans to reach 100% of the county population through its education campaign using radio and newspaper ads. The newspaper is distributed free to all county residents.

Accomplishing these goals and objectives will help the county meet the need to increase sites for HHW collection and reduce illegal dumping. Expanding the Waste Away facility and building a new facility in Petroville will provide a convenient location for all residents of Oil Springs County living on either side of the mountains to safely dispose of all of their HHW. In addition, the county expects that having the facilities will reduce, if not eliminate, the occurrence of contamination of the county's soil and water. Though Crudemont already has a small BOP, expanding the site will enable the county to increase the amount and types of waste currently collected at the Waste Away BOP as well as increase the number of hours the facility remains open. Providing a materials exchange in conjunction with both facilities will provide cost savings for the county and its residents.

The county can accomplish these goals and objectives within the timeframe of this Household Hazardous Waste grant (see attached Exhibit C, Work Statement, page 19). The county is ready to begin the design development and building process immediately upon receiving the Household Hazardous Waste grant. Two DPW staff members have been assigned to work on the construction/expansion projects with assistance from Petroville and Crudemont city staff, as necessary. The proposed Petroville site is owned by the city. The city council approved building the PHHWCF on the city-owned site (see Letter of Support from City of Petroville, page 31). The CEQA process has been completed for both sites and all required state and local use, building, and fire permits have been obtained for both facilities. There have been three public hearings conducted to date regarding the PHHWCF construction/expansion and the citizens have been overwhelmingly in favor of the projects.

Upon receiving a Household Hazardous Waste grant from the CIWMB, the county expects the new site in Petroville to be completed and open to the public by the beginning of March 2001. The Petroville City Council will select a name for the new Petroville facility prior to opening day. Waste Away's expansion should be completed and opened for business no later than December of 2001.

Section 3: Methodology

The County of Oil Springs and the cities of Crudemont and Petroville request funds to build a new regional PHHWCF in Petroville, and upgrade the existing BOP in Crudemont. The tasks and activities required to complete the projects are outlined in the Work Statement (see attached Exhibit C, Work Statement, page 19). The county will hire a contractor to design and construct the facilities. The county chose to upgrade the Waste Away facility and build an additional facility rather than utilize other forms of HHW collection such as temporary collection events or door-to-door pickup service. Because of the rapid growth the county and cities are experiencing, DPW staff estimates the population would quickly outgrow temporary collection events. Door-to-door HHW pickup service is not practical in this portion of California due to its rural nature.

Two DPW staff members have been assigned to overseeing the PHHWCF construction/expansion projects. They will meet with members of the Petroville and Crudemont City Public Health Departments on a monthly basis to keep these departments informed about the projects. DPW staff is responsible for preparing the Health and Safety Plan and the Operation Plan. They will also ensure that each facility contains all necessary safety equipment including fire extinguishers, safety goggles, rubber gloves, eye wash stations, Tyvek coveralls, security lighting, and signage. Once the county receives the Household Hazardous Waste grant, DPW staff will design an RFP for a contractor to develop two sets of plans—one for the new facility in Petroville and a second to upgrade the Waste Away facility in Crudemont. DPW staff will award the contract in March of 2000. The new facility will be constructed first and completed in March of 2001, followed by the upgrade at

Waste Away, which will be completed in December of 2001. The county has allowed a “cushion” of approximately three months in the event that it encounters construction delays due to bad weather or other challenges.

DPW staff will also develop a used oil public education program. Currently, there is no HHW public education conducted in the county since the county’s only HHW collection facility turns residents away due to a lack of waste storage space. Based upon results of a highly successful 1997 public education campaign involving the Department of Conservation and its 20/20 Beverage Container Recycling Program, the county determined that the best way to communicate information in this part of rural California is by using radio and weekly newspapers. DPW staff will use local radio and newspaper ads to announce the opening and re-opening of the facilities, and to educate the public about used oil and HHW. While residents in the county receive television via satellite, there are no local television stations available to advertise local events. Costs for advertising on stations carried by satellite are prohibitive. Door-to-door distribution of public education material is not practical due to the rural nature of this portion of California. The county plans to reach 100% of the Oil Springs County population through its education campaign. DPW staff will produce 30 and 60 second advertisements for broadcast on the county’s only local radio station, K-OIL, to advertise the completion of both PHHWCFs. These ads will air 100 times over 14 months. In addition, DPW staff will develop public education articles on the dangers of HHW, alternatives, and proper storage and disposal techniques for inclusion in the county’s only newspaper, *The Weekly Holler*. HHW articles and advertisements for the two facilities will appear in the newspaper 35 times over 14 months.

Once the facilities are opened to the public, all future operating expenses including staffing, HHW transportation, storage, and insurance, will come from the city and county general fund, and residential ratepayer fees (see attached letter, Funding Plan, page 23). DPW staff anticipates that, at the current rate of growth, the two facilities will meet the HHW collection needs of Oil Springs’ residents until at least the year 2026.

If the County of Oil Springs does not receive an Household Hazardous Waste grant during this cycle, the county will use its available funds to enlarge the Waste Away HHW collection facility in Crudemont. The county would be unable to build, maintain, and staff a new facility in Petroville without Household Hazardous Waste grant funds.

Section 4: Evaluation

DPW staff is responsible for evaluating the success of the PHHWCF construction/expansion projects. Staff will use surveys completed by local residents attending each of the facilities to assist in making their determination. Each person attending Waste Away or the new PHHWCF in Petroville will be provided with a survey to evaluate their experience at the facility, to identify any additional information they require, and to provide them with an opportunity to offer suggestions. DPW staff will use this information to make any necessary adjustments in advertising, hours of operation, public education, or types of materials collected.

Ultimately, the renovation and new PHHWCF projects will be considered successful if the county of Oil Springs and the participating cities increase the amount of HHW, and especially used oil, collected in the county. To assist in this determination, DPW staff will record waste types and amounts. DPW staff will notify the CIWMB of all progress via quarterly progress reports, Form 303, HHWE, and a final report.

Section 5: Budget

The combined existing budgets for the County of Oil Springs and the cities of Crudemont and Petroville do not contain sufficient resources to both construct a new Petroville facility and renovate the Waste Away facility in Crudemont. The addition of funds from a Household Hazardous Waste grant from the CIWMB will help the county meet its used oil and HHW diversion goals. The Household Hazardous Waste grant funds will be used to construct the facilities and pay for transportation and disposal of the used oil and filters. Also, the grant will be used to pay for used oil filter crushers and large used oil tanks. The tank at the Waste Away BOP is too small for the anticipated increase in used oil and must be replaced. Since ongoing transportation and disposal of non-oil HHW is ineligible for grant funding, the County will pay for transportation and disposal expenses of the remaining HHW. The county will be responsible for all other operating costs including staffing and insurance, using money from the general fund and residential ratepayer fees (see attached letter on Funding Plan, page 23).

The attached Budget Itemization provides expenses necessary to complete the construction/expansion projects (see attached Exhibit D, Budget Itemization, page 22). Costs are substantiated by estimates (see attached Estimates, pages 16 & 17, 24-27). The County will put out to bid a contract to secure a competitive price for the design and construction/expansion of the PHHWCFs. Radio Station K-Oil will reduce the costs for advertising at the station by 50% (see Letter from K-OIL, page 26). This will result in a \$1,000 cost-savings for the county. Costs for the Senior Recycling Manager and Recycling Specialist are included with this application. The Senior Recycling Manager will supervise the designing and building of the two collection facilities, conduct informational meetings with participating city representatives, and coordinate all advertising and public relations work. The Recycling Specialist will be responsible for general grant administration, assisting with advertising and public relations, and hiring and training new staff for the facilities.

Oil Springs County selected the upgrade of the Waste Away BOP and building of a new PHHWCF as the most cost-effective means of solving its HHW problem. Because of the rapid growth the county and cities are experiencing, DPW staff estimates the population would quickly outgrow temporary collection events, and door-to-door pickup service is not practical in this rural portion of California.

Section 6: Completeness, Letters of Support, Experience, etc.

The County of Oil Springs and the participating cities have included all information required to obtain a Household Hazardous Waste grant. This application contains letters of support, resumes for the appropriate DPW staff, cost estimates, re-refined oil and green procurement policies, and a map of the county.

Section 7: Evidence of a Green Procurement Policy

Oil Springs County has a green procurement policy in place requiring the county to use recycled content products and implement other waste reduction measures (see attached County of Oil Springs Green Procurement Policy, page 15 and the Recycled Content Purchasing Evaluation Sheet on page 16).

Section 8: New Programs for Rural Areas, Underserved Areas, or Small Cities

Department of Finance records indicate that the County of Oil Springs and the cities of Crudemont and Petroville have a total population of approximately 150,000. Oil Springs County is also located in a rural portion of Northern California.

Section 9: Multi-jurisdictional HHW Programs

The County of Oil Springs and the cities of Petroville and Crudemont propose to work together to build a new regional permanent HHW collection facility in Crudemont. The proposed program will meet the following regional needs:

- 1) Provide a convenient location for all residents of Oil Springs County living on either side of the mountains to safely dispose of their HHW;
- 2) Increase the amount and types of waste currently collected at the Waste Away HHW collection facility;
- 3) Increase the hours of operation to make them convenient for residents; and
- 4) Reduce the potential for environmental pollution of the soil and water.

The existing budgets for the County of Oil Springs and the cities of Crudemont and Petroville do not contain sufficient resources to both construct a new Petroville facility and renovate the Waste Away facility in Crudemont. A Household Hazardous Waste grant from the CIWMB will help the county meet its HHW diversion goals.

Section 10: Collection of Additional Waste Types

The Waste Away BOP currently accepts batteries, used oil & filters, and latex paint. With the expansion of the facility, Waste Away will collect the following additional waste types for reuse and/or proper disposal: oil-based paint, gasoline, aerosol cans, sharps, pesticides, and antifreeze.

Section 11: No HHW Grant Funding during last three years –1997, 1998, 1999

The County of Oil Springs and the cities of Crudemont and Petroville received a Household Hazardous Waste grant from the CIWMB in 1990 (see Exhibit E, page 18). None of the jurisdictions has received a Household Hazardous Waste grant during the last three years.

Section 12: Establishes Permanent and Sustainable HHW Collection Facility

The County of Oil Springs and the participating cities of Crudemont and Petroville plan to develop a Household Hazardous Waste program that will expand the existing facility and create a new site to ensure the proper disposal, reuse and recycling of HHW generated throughout the county. The county estimates that these facilities will meet the HHW need of county residents through the year 2026. Once the facilities are completed, the county will be responsible for all operating costs including staffing, HHW transportation, storage, and insurance using money from the general fund and residential ratepayer fees (see attached letter on Funding Plan, page 23).

**County of Oil Springs
Department of General Services
Becky Bigbucks, Director**

*Procurement Division
Keep Oil Springs Beautiful Branch
777 Money Way
Crudemont, CA 90000*

Green Procurement Policy for the County of Oil Springs

The following is the Green Procurement Policy for the County of Oil Springs as approved by the County Board of Supervisors:

The County of Oil Springs is committed to making efficient use of natural resources by practicing waste reduction and recycled content product procurement in all aspects of its internal and external operations. As a result, the County has established the following re-refined oil use and purchasing policy:

- Print all documents and communications double-sided.
- Use electronic mail and voice mail.
- Design mailers to avoid use of envelopes.
- Reuse envelopes.
- Buy and use paper with at least 50% post-consumer recycling content.
- Purchase a recycled product instead of a non-recycled product whenever possible and request products made with the highest percentage of post-consumer material available.
- Purchase reused diskettes.

Passed and approved by the County of Oil Springs Board of Supervisors on the 15th day of October 1999, Resolution No. 5-99.

Recycled Content Purchasing Evaluation Sheet
XX Points Possible

Instructions: Please complete and sign this Recycled Content Purchasing Evaluation Sheet.

In an effort to increase environmentally preferable product purchasing, the California Integrated Waste Management Board includes recycled content purchasing points in their grant scoring criteria.

Points Possible X

Policy is in place or has been adopted during the application period by the applicant or its governing body
Recycled Content Purchasing Policy Adopted:

No

Yes

Date adopted: 1999

Points Possible X

Evidence of **purchasing** recycled-content products

Check the recycled-content products you have purchased within the past year:

x Printing and writing paper (copy paper, index paper, envelopes)

x Paper products (janitorial supplies, boxes, hanging files)

 Solvents (printer, copier and parts cleaner)

x Plastic products (toner cartridges, office products, lumber)

 Paint (latex, graffiti abatement, interior, exterior)

x Re-refined oil
 Compost/mulch

x Retread tires (passenger, truck, bus, trailer, equipment tires)

x Steel products (automobiles, paper clips, furniture, scissors)

 Other, please list _____

 Glass products (windows, fiberglass insulation, beakers)

 Tire-derived products (flooring, playground cover)

Points Possible X

Evidence of performing sustainable **practices** (Sustainable practices are practices that result in resource conservation and/or efficiency)

Check the sustainable practices you have performed within the past year:

 Integrated pest management

 Water-efficient landscaping

 Renewable energy

x Grasscycling

 Energy efficiency

 Other, please list _____

x Composting/mulching

 Sustainable construction

x Green operations & maintenance

 Demolition debris recycling

Recycled Content Purchasing Policy Evaluation:

Points Possible X

Briefly, evaluate the policy by addressing its positive and negative features as it pertains to the purchases and practices identified above.

Positive: The City has had success recycling used oil, purchasing rerefined oil, paper, toner, some construction materials (steel, flooring, wall coverings), janitorial products, outdoor furnishings and is practicing reuse and waste reduction.

Negative: While progress has been made, some purchasing agents are remiss regarding recycled content purchasing practices. The City is pursuing a more thorough Recycled Content Purchasing Policy to improve its building management practices and consistency in purchasing recycled content items in the identified procurement categories.

Print Name: Rhubarb Pye, Title: Director of Public Works

Signature: _____ Date: 10/15/99

Must be signed by person authorized in the grant application resolution.

BIG AL'S PAINT CAN CRUSHER COMPANY

October 15, 1999

Mr. Rick Refine, Senior Recycling Coordinator
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Dear Mr. Refine:

It is our pleasure to provide you with a quote for our dependable economy model paint can crusher. We guarantee our product for 10 years. Let us know if we can meet your needs.

Al Fresco,
Owner

Model #

123Economy

Price

\$2,500

Features

- 25 tons of crushing pressure
- Easy loading and unloading of paint cans
- High-strength steel frame with stress-relieved welds
- Removes the maximum amount of paint from cans and crushes cans completely

Speedy Paint & Equipment Company

Meeting all your painting and paint equipment needs

October 15, 1999

Mr. Rick Refine, Senior Recycling Coordinator
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Dear Mr. Refine:

Per your request, here is your quote for our popular *Mighty Smasher* 25-ton crushing strength paint can crusher, model # MS1. The cost for this model is \$3,550 plus shipping and handling. This product is guaranteed to last at least 5 years. We also do equipment repair.

Thank you,

Ronald Retread,
Sales Manager

Exhibit E**SUMMARY OF USED OIL AND HOUSEHOLD HAZARDOUS WASTE GRANTS**

Grantee	Agreement Number	Grant Award \$	Brief Project Description	% of Project Completed
County of Oil Springs	HN1-90-0000	\$10,000	Conducted an HHW public education campaign with local newspaper and radio ads.	100%
County of Oil Springs	BG5-96-0000	\$20,000	Disposal of used oil and filters	67%

See reverse for completion instructions

Exhibit C

WORK STATEMENT

Applicant: County of Oil Springs and the cities of Petroville and Crudemont

Date: 10/15/99

Reporting and Expenditure Category: PERMANENT COLLECTION FACILITY

Activity Number	Description of Activity	Staff or Contractor	Time Period
Task 1	Develop new PHHWCF in Petroville		Feb 2000 – Mar 2001
1	Develop RFP for construction for both facilities	Staff	Feb 2000
2	Distribute RFP for construction of both facilities	Staff	Apr 2000
3	Award contract for construction of both facilities	Staff	Jul 2000
4	Develop Health and Safety Plan	Staff	Oct 2000
5	Clear site area and lay concrete slab	Contractor	Nov 2000
6	Build facility and purchase storage units	Contractor	Nov 2000
7	Install utilities, fencing, gates, tanks, drums, pallets, fire suppression equipment, safety equipment, sharps storage lockers	Contractor	Dec 2000
8	Develop Operation Plan	Staff	Dec 2000
9	Hire facility staff	Staff	Jan 2001
10	Install roads including traffic flow markings	Contractor	Jan 2001
11	Train facility staff	Staff	Feb 2001
12	Open to the public	Staff	Mar 2001
Task 2	Upgrade Waste Away BOP in Crudemont		Jun 2001– Dec 2001
1	Demolish one outside wall at existing facility to aid in renovation	Contractor	Jun 2001
2	Lay additional concrete for slab	Contractor	Jul 2001
3	Build facility and purchase storage units	Contractor	Aug 2001
4	Install utilities, tanks, drums pallets, fire suppression equipment, safety equipment, sharps storage lockers	Contractor	Sep 2001
5	Hire additional facility staff	Staff	Oct 2001
6	Train facility staff	Staff	Nov 2001
7	Open to the public	Staff	Dec 2001

See reverse for completion instructions

Exhibit C

WORK STATEMENT

Applicant: County of Oil Springs and the cities of Petroville and Crudemont

Date: 10/15/99

Reporting and Expenditure Category: PUBLICITY AND EDUCATION

Activity Number	Description of Activity	Staff or Contractor	Time Period
Task 1	Develop Public Education Program for Used Oil/HHW Collection Sites		Feb 2000 – Feb 2002
1	Create newspaper ads	Staff	Feb 2000 – May 2000
2	Create radio announcements	Staff	Feb 2000 - May 2000
3	Run ads and announcements for grand opening of new facility in Petroville and grand re-opening of Waste Away collection facility for the first three months; run additional ads and announcements weekly	Staff	Dec 2000 – Feb 2002

See reverse for completion instructions

Exhibit C

WORK STATEMENT

Applicant: County of Oil Springs and the cities of Petroville and Crudemont

Date: 10/15/99

Reporting and Expenditure Category: PERSONNEL/OTHER

Activity Number	Description of Activity	Staff or Contractor	Time Period
Task 1	Grant Administration		Feb 2000 – May 2002
1	Evaluation	Staff	Feb 2000 – Apr 2002
2	Prepare progress reports and payment requests	Staff	Feb 2000 – May 2002

See reverse for completion instructions

Exhibit D**BUDGET ITEMIZATION****Permanent Collection Facilities*****New PHHWCF in Petroville:**

Plans for new facility	\$ 30,000.00
Construct buildings including storage lockers	\$ 97,500.00
Paint can crusher**	\$ 2,500.00
Install utilities, fencing, gates, 2 tanks, 18 storage drums, 15 pallets, fire suppression equipment, safety equipment	\$ 20,000.00
Install roads including traffic flow markings	\$ 30,000.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 8,100.00</u>
Total new Petroville PHHWCF project	\$ 188,100.00

Waste Away BOP expansion in Crudemont:

Plans for Waste Away BOP expansion	\$ 30,000.00
Construct buildings including storage lockers	\$ 32,500.00
Paint can crusher**	\$ 2,500.00
Install utilities, 1-500 gallon used oil storage tank, 7 storage drums, 5 pallets	\$ 10,000.00
Upgrade existing roads	\$ 20,000.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 1,241.00</u>
Total Waste Away BOP Expansion project	\$ 96,241.00

TOTAL Permanent Collection Facilities**\$ 284,341.00****Education and Publicity**

Radio ads 100 @ \$10.00 ea.***	\$ 1,000.00
Newspaper ads 35 @ \$125 ea.	<u>\$ 4,375.00</u>
TOTAL Education and Publicity	\$ 5,375.00

Personnel/Other

Senior Recycling Coordinator 150 hours @ \$46.60/hour (fully loaded rate)	\$ 6,990.00
Recycling Specialist 90 hours @ \$36.60/hour (fully loaded rate)	<u>\$ 3,294.00</u>
TOTAL Other Costs	\$ 10,284.00

TOTAL GRANT REQUEST**\$ 300,000.00**

* See pages 24 and 25 for PHHWCF construction quotes/estimates

** See pages 16 and 17 for paint can crusher quotes/estimates

*** Radio Station K-Oil will provide a 50% discount to the county (see Letter from K-OIL, page 26)

**County of Oil Springs
Department of Public Works
Household Hazardous Waste Office
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000
Phone: (916) 000-0003
Fax: (916) 000-0001**

October 15, 1999

Mary Merry
Grant Administration Unit
California Integrated Waste Management Board
8800 Cal Center Drive, MS-14
Sacramento, CA 95826

Re: Funding Plan for Household Hazardous Waste Grant

Dear Ms. Merry:

The County of Oil Springs and the cities of Crudemont and Petroville are applying for a Household Hazardous Waste Grant. The county will be the lead agency on these projects.

Oil Springs plans to develop a used oil/HHW program that will expand the existing Waste Away BOP and create a brand new site on county-owned property to ensure the proper disposal, reuse and recycling of HHW generated throughout the county. Oil Springs estimates that these two HHW facilities will meet the needs of county residents through the year 2026. Once the facilities are completed, the county will be responsible for all operating expenses including staffing, storage, transportation, and insurance. The County Board of Supervisors has approved long-term funding for the two HHW collection facilities. Funds for facility operations will come from the county general fund and residential ratepayer fees, which has totaled \$50,000 and \$60,000 for 1997 and 1998 respectively.

Please call me at (916) 000-0000 if you have any questions.

Sincerely,

Rhubarb "Rudy" Pye

Rhubarb Pye, Director of Public Works

RODGERS AND SONS CONSTRUCTION COMPANY

General Contracting

HHW Collection Facilities Are Our Specialty!

October 15, 1999

Mr. Rick Refine, Senior Recycling Coordinator
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Dear Mr. Refine:

Thank you for the opportunity to provide you with a quote for designing and constructing your Crudemont HHW collection facility expansion projects and building a new Petroville HHW collection facility.

New HHW collection facility in Petroville:

Plans for new facility	\$ 30,000.00
Construct buildings including purchase and installation of storage lockers	\$ 97,500.00
Install utilities, fencing, gates, 2 tanks, 18 storage drums, 15 pallets, fire suppression equipment, safety equipment	\$ 20,000.00
Build roads including traffic flow markings	\$ 30,000.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 8,100.00</u>
Total new HHW collection facility	\$ 185,600.00

Waste Away collection facility expansion in Crudemont:

Plans for Waste Away facility expansion	\$ 30,000.00
Construct buildings including purchase and installation of storage lockers	\$ 32,500.00
Install utilities, 1-500 gallon used oil storage tank, 7 storage drums, 5 pallets	\$ 10,000.00
Upgrade existing roads	\$ 20,000.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 1,241.00</u>
Total Waste Away collection facility	\$ 93,741.00

Estimated TOTAL Permanent Collection Facilities cost	\$ 279,341.00
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Thanks again for your inquiry.

Sincerely,

Buck Rodgers

Buck Rodgers, Owner

MEGA-BUILDERS CONSTRUCTION COMPANY

Handling Solid Waste Needs Throughout the West

Joe Moneybags, Owner

October 15, 1999

Mr. Rick Refine, Senior Recycling Coordinator
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Dear Mr. Refine:

Per your request, I am sending you a quote for designing and constructing your Crudemont HHW collection facility expansion project and building a new Petroville HHW collection facility.

New HHW collection facility in Petroville:

Plans for new facility	\$ 55,000.00
Construct buildings including purchase and installation of storage lockers	\$ 250,000.00
Install utilities, fencing, gates, 2 tanks, 18 storage drums, 15 pallets, fire suppression equipment, safety equipment	\$ 45,000.00
Build roads including traffic flow markings	\$ 55,100.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 15,000.00</u>
Total new HHW collection facility	\$ 420,100.00

Waste Away collection facility expansion in Crudemont:

Plans for Waste Away facility expansion	\$ 55,000.00
Construct buildings including purchase and installation of storage lockers	\$ 250,000.00
Install utilities, 1-500 gallon used oil storage tank, 7 storage drums, 5 pallets	\$ 45,000.00
Upgrade existing roads	\$ 26,900.00
Supplies: Tyveks, gloves, absorbent pads, plastic bags	<u>\$ 10,000.00</u>
Total Waste Away collection facility	\$ 386,900.00

TOTAL Permanent Collection Facilities	\$ 807,000.00
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These prices are effective for 120 days. Call and let us build your facilities. You'll be glad you did!!

Sincerely,

Rusty Hammer

Rusty Hammer, Manager

RADIO K-OIL

YOUR VOICE TO THE WORLD

October 15, 1999

Ms. Crystal Waters, Recycling Specialist
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Re: Radio Advertising

Dear Crystal:

I'm happy to provide you with a quote for advertising at Radio Station K-OIL. As you know, the standard price for the basic 30- and 50-second ad is \$ 20.00 per airing. 100 ads at \$ 20.00 each equals \$2,000.00. However, K-OIL is proud to provide the County of Oil Springs with a 50% reduction in advertising costs related to the county's two HHW collection facilities. The costs for 100 ads will cost the county only \$1,000.00. Radio station K-OIL believes that the HHW collection facilities are greatly needed in the area and is happy to offer its support.

If you have any questions, give me a call at (916) 000-0111.

Sincerely,

Hillary Boothe

Hillary Boothe, Advertising Director

The Weekly Holler!

KEEPING YOU INFORMED IN THE GOLDEN MOUNTAINS

October 15, 1999

Ms. Crystal Waters, Recycling Specialist
Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

Re: Newspaper Advertising

Dear Ms. Waters:

Per our recent telephone conversation, the price for 35 full-color ads in *the Weekly Holler* (4" x 6", \$125 ea.) is \$4,375.00.

Thank you for your inquiry.

Sincerely,

Hortense Greeley

Hortense Greeley, Advertising Department Manager

RICHARD R. REFINE

Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

PROFESSIONAL EXPERIENCE:

- 1980 to present **Senior Management Coordinator, Oil Springs County, CA**
Responsible for management of county Used Oil and HHW program; prepared applications and managed grants from state and federal agencies; coordinated public education projects; and supervised design and building of Waste Away collection facility in Crudemont.
- 1975 to 1980 **Oil Recycling Specialist, Crabapple Creek County, CA**
Helped coordinate building of Crabapple Creek HHW collection facility in Crabapple Creek County; responsible for public education and relations; and managed grants from state and federal agencies.
- 1972 to 1975 **Administrative Technician, Crabapple Creek County, CA**
Assisted county staff with managing state and federal grants; prepared agenda items; and assisted with developed training manual for personnel at HHW collection facility.

EDUCATION:

- 1971 **Master of Science**
Environmental Science
University of California, Turnipseed, CA
- 1969 **Bachelor of Arts**
Environmental Science
University of California, Turnipseed, CA
- 1966 **Associate of Arts**
Gardening and Landscaping
Mustard Seed Community College, Turnipseed, CA

CRYSTAL WATERS

Oil Springs County
Public Works Department
1 Slick Road
P.O. Box 111
Oil Springs, CA 90000

PROFESSIONAL EXPERIENCE:

- 1990 to present **Recycling Specialist, Oil Springs County, CA**
Prepare applications and managing grants from state and federal agencies; coordinated public education projects; assist with training staff at Waste Away HHW collection facility; and maintain county HHW diversion quantities for use on Form 303.
- 1984 to 1988 **Recycling Center Supervisor, Turnipseed, CA**
Managed local recycling center; supervised staff of as many as eight full-time employees, assisted with public education and relations; and conducted tours of the recycling facility for a school-age children.
- 1978 to 1980 **Bernard & Hailey Traveling Circus**
Traveled the United States performing as a clown promoting a “recycling” and “save the earth” theme.

EDUCATION:

- 1998 to present Working on a **Master of Science** in Environmental Science at the University of California, Turnipseed, CA
- 1984 **Bachelor of Arts**
Environmental Science
University of California, Turnipseed, CA
- 1978 **Associate of Arts**
Recycling
Mustard Seed Community College, Turnipseed, CA

***City of Crudemont
Office of the Mayor
1 Crudemont Lane
Crudemont, CA 00000***

October 15, 1999

Mary Merry
Grant Administration Unit
California Integrated Waste Management Board
8800 Cal Center Drive, MS-14
Sacramento, CA 95826

Re: Letter of Support from the City of Crudemont

Dear Ms. Merry:

This letter is in support of all efforts to build a new HHW collection facility in Petroville and expand Oil Springs' only existing HHW collection facility in this city. The City Council has given its unanimous approval to expand the Waste Away BOP in our city (Resolution #3-98). All required state and local use, building, and fire permits have been obtained for the facility

Crudemont has seen an increase in the amount of illegal dumping of HHW and desires to end the practice before the city's soil and waterways are irreparably damaged. The proposed facilities will provide much needed HHW collection services to residents on both sides of the Golden Mountains and, hopefully, reduce the amount of illegal disposal of HHW in the county.

Crudemont has worked closely with Oil Springs county staff in the past and I am confident that they can be successful in managing a CIWMB Household Hazardous Waste grant.

Thank you for your consideration.

Sincerely,

Virgil P. Smedley

Virgil P. Smedley
Mayor, City of Crudemont

**The Honorable Samson Knickerbocker
Mayor of the City of Petroville
1 Main Street
Petroville, CA 00000**

October 15, 1999

Mary Merry
Grant Administration Unit
California Integrated Waste Management Board
8800 Cal Center Drive, MS-14
Sacramento, CA 95826

Re: Letter of Support from the City of Petroville

Dear Ms. Merry:

This is a request for favorable consideration of the Household Hazardous Waste grant application for the County of Oil Springs and the cities of Crudemont and Petroville. The proposed Petroville site is owned by the city. In resolution number 1-99, the Petroville city approved the building of a new PHHWCF on city-owned property (see map, page 33). All required state and local use, building, and fire permits have been obtained for the facility.

This grant is greatly needed to provide a convenient place for the citizens of Oil Springs to reuse and recycle their HHW. But most importantly, providing funds will help curb the increasing illegal HHW dumping of HHW problem developing in the county.

Sincerely,

Samson Knickerbocker

Samson Knickerbocker
Mayor, City of Petroville

**Oil Springs County Department of Water & Soil
Dusty Rhodes, Director
1000 Lake Oil Springs Drive, Suite 16
Crudemont, CA 90000**

October 15, 1999

Mary Merry
Grant Administration Unit
California Integrated Waste Management Board
8800 Cal Center Drive, MS-14
Sacramento, CA 95826

**Subject: Concerns Regarding Increased Illegal Dumping of HHW in Oil Springs County,
California**

Dear Ms. Merry:

This letter is to express my concern with the increase in illegal dumping of HHW in Oil Springs County, California. Oil Springs is experiencing a population "boom," and with it, an increase in the number of incidences of illegally dumped HHW. As Director of the Oil Springs County Department of Water & Soil, I am deeply concerned that some of the HHW dumped in our area will contaminate our drinking water and ruin our fertile soil. It could even pollute the waters of our beautiful Lake Oil Springs, one of the nation's treasures.

I believe that having sufficient places for the residents of Oil Springs to bring their HHW will help eliminate the occurrence of illegal dumping. Please favorably consider funding the proposal to build a new HHW collection facility in Petroville and renovate the existing facility in Crudemont.

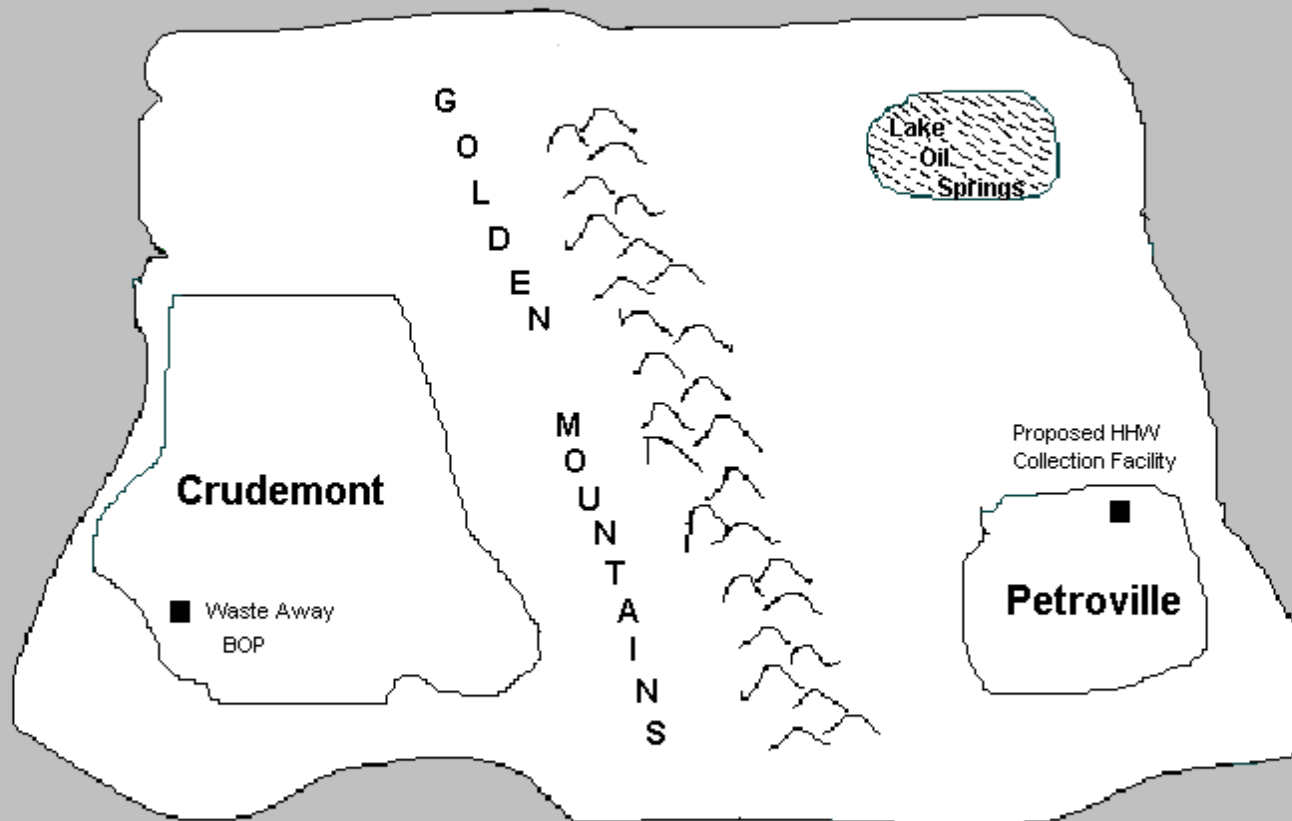
Sincerely,

Dusty Rhodes

Dusty Rhodes
Director, Department of Water & Soil



County of Oil Springs



0 10 20

One inch equals approximately 10 miles